

APGMWR

RV Storage Registration Patron Checklist

Patrons must provide the following information

Please note: If patron has not provided all documentation, but is still in storage they will be on a month to month contract until all documentation has been provided.

1) Proof of eligibility by one of the following: The ID Card holder must be the primary name on ALL supporting documents

- CAC Card*
- Uniformed Services ID Card*
- Civilian ID Card*
- Government Email**
- Spouse ID Card*

Patron Name: _____

2) Type of Vehicle Storing:

Please note that depending on what you will be storing will depend on your supporting documents. EX: Boat & Trailer- ODRSC will need boat registration, trailer registration, and Insurance for both.

-Email or Provide Proof of Ownership of Boat & Trailer:

- State Boat Registration Card ***Must be current and in ID card holder's name**
- State Vehicle Registration Card ***Must be current and in ID card holder's name**

-Email or Provide Proof of Ownership of Trailer: Motor Home, Travel Trailer, Utility Trailers, and Enclosed Trailers

- State Vehicle Registration Card ***Must be current and in ID card holder's name**

-Email or Provide Proof of Insurance

Insurance Card or Policy Information Document, must have policy number, vehicle information, and insurance holder's name on document ***Must be current and in ID card holder's name**

3) Additional Vehicle Information

If you plan to store additional vehicles in place of the vehicle being stored then we will require the registration and insurance for that as well.

You have a boat stored, but when you take your boat out for vacation you want to leave your car in the lot. You can as long as we have the registration and insurance for it, for this service there will be no additional cost.

If you are storing more than one vehicle in the lot at a time you will pay the monthly rate per footage for each vehicle stored. We also must have the registration and insurance for each additional vehicle and it must be in the ID card holder's name.

4) Email or Provide Emergency Contact Information

- Name: _____
- Phone Number: _____
- POC's Relation to Boat Owner: _____

RV Storage Registration Patron Completion Checklist

5) Payment process

- **You will not be able to reregister with owed fee's**
- **You will be reregistering for 1 January to 31 December.**
 - Pay Annually
 - Pay Semi- Annually
 - Pay Quarterly
 - Pay Monthly
- **If you opt to have a bill set up, we will need the last 4 digits on the card you want to keep on file, and the expiration.**
- **If you have emailed your information to us, we will call within 72 hours to finalize your payment.**

ODR will start accepting applications 1 December for the following year.

In person registrations can be done at Outdoor Recreation Monday to Friday 1000 to 1600.

You may also reregister via email at usarmy.APG.imcom-fmwrc.list.usag-mwr-outdoorrec@mail.mil.

Ensure all documents listed in checklist are attached to the email.

Please allow 72 hours for these applications to process.

If applicant is Active Duty, Civilian, and Contractor and wishes to re-register via email then they will need to use a verifiable government email to re-register for proof of eligibility.

Fees are monthly per foot per vehicle:

Active Duty:

Under 20': \$20

21'-30': \$30

31' and Above: \$40

All Other Statuses

(Retired Mil, Civilian, Retired Civilian, APG Contractor):

Under 20': \$25

21'-30': \$35

31' and Above: \$45

Effective 1 February 2020

All Eligible Patrons

Under 20': \$30

21'-30': \$40

31' and Above: \$50